VILLAGE *of* LAWTON VILLAGE COUNCIL MEETING 125 S. Main Street, Lawton, MI 49065 TUESDAY, MARCH 14, 2023 – 7:00 p.m.

please silence cell phones

AGENDA

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- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE

IV. CONSENT AGENDA

- **A.** Approval of the March 14, 2023 Council Agenda
- **B.** Approval of the February 28, 2023 Council Meeting Minutes
- C. Approval of February 2023 Disbursements in the amount of \$135,999.51

V. COMMUNICATIONS / CORRESPONDENCE / PRESENTATIONS

- A. Blueberry Hill Grand Opening March 15, 2023 3-6pm at 99 Walker St
- VI. CITIZENS' COMMENTS (Please keep comments to 3 minutes)
- VII. PUBLIC HEARINGS / APPOINTMENTS
- VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Longship Brewing Company LLC Request for Local Government Approval for On-Premises Tasting Room Permit Form LLC-106a......Staff Recommends Approval

X. BOARD, COMMITTEE, AND STAFF REPORTS

- A. Village Manager Lisa Imus
- **B.** Department of Public Works Todd Hackenberg
- C. Police Department Jeff Mack
- **D.** Planning Commission Judy Peterson
- E. Downtown Development Authority Gail Dudek
- **F.** Lawton Fire Board Eric Dudek
- **G.** Lawton Library Board

XI. COUNCIL COMMENTS

XII. ADJOURNMENT - NEXT REGULAR MEETING DATE – March 28, 2023

The Village of Lawton follows the Americans w/ Disabilities Act of 1990. Individuals with disabilities planning to attend this meeting and require accommodations, or those who have questions regarding the accessibility of this meeting or the facilities, are requested to contact the Village Clerk, at (269) 624-6407 or brathbun@lawtonmi.org to allow the Village to make reasonable accommodations. If you have questions or comments, and you are unable to make the meeting, forward to the Village Manager at imusl@lawtonmi.org.



Village *of* Lawton VILLAGE COUNCIL REGULAR MEETING 125 S. MAIN, LAWTON MI 49065 269.624.6407 Tuesday February 14, 2023 MINUTES

- **I. Call to Order:** President Appleby called the February 14 2023, meeting of the Lawton Village Council to order at 7:00 p.m.
- **II. Roll Call:** *Present:* Appleby, Tanis, E. Dudek, Peterson, Turner, G. Dudek, Smith *Absent:* None. *Others Present:* Village Manager Imus, Clerk Rathbun, Superintendent Hackenberg, Police Chief Mack, and one guest.
- **III. Pledge of Allegiance:** The Pledge of Allegiance was recited.
- IV. Consent Agenda: The Consent Agenda included the approval of the February 14 Council Agenda, the January 24, 2023 Council Meeting Minutes, approval of the January 2023 disbursements in the amount of \$173,922.62, as well as setting a Public Hearing for the Regular Council Meeting on February 28, 2023 to hear comment and consider adoption of Lawton 2023-2024 Fiscal Year Budget. Peterson made a motion to approve the Consent Agenda supported by G. Dudek. A unanimous roll call vote approved the motion.

V. Communications, Correspondence, and Presentations:

A. Imus presented MDOT 2023-2024 proposed work schedule for M-40. She stated that the Village will be attending upcoming construction meetings. Peterson questioned if MDOT intended to improve the sightline on 72nd and M-40. Discussion ensued.

VI. Citizen Comments:

- **A.** Turner stated that the American Legion would like to request a parade on May 29th at 10:00 a.m. for Memorial Day. Turner Motioned, and Tanis supported to have the Memorial Day Parade Monday May 29th at 10:00 a.m. (with line up beginning at 9 am) Voice Vote Taken, all in favor none opposed. Motion carried.
- **B.** Paul Harvey, the engineer from Wightman stated they are taking bids on the Distribution Services Materials Inventory (DSMI) Project, which will help the Village determine which residents have potential lead in their water services.
- VI: Public Hearings/Appointments/Proclamations: None.
- VII. Old Business: None.

VII: New Business:

- **A.** Master Plan Final Draft Imus presented the Master Plan Final Draft to Council. Trustee Peterson reported that Master Plan Final Draft was also received by the Planning Commission last Tuesday, which they will review during their March meeting. The Planning Commission will then send it to the Village Council for formal review in March. Peterson requested Council take this time to review the document to ensure it represents their goals and objectives for the Village's future.
- **B. AUDIT RFP** Imus presented the Audit Request for Proposals (RFP) to Council. These proposals for the performance of annual audits of its financial accounts and records for the purpose of rendering an Independent Auditors' Report and performance of a federal Single Audit reports. Proposal Deadline is March 14, 2023.
- C. Resolution 02-23 B Police Union Contract: A Resolution Authorizing the Execution of the Collective Bargaining Agreement Between the Village of Lawton and the Village Employees Represented by Teamsters State, County, and Municipal Workers Local 214 was brought to the floor for discussion, with a recommendation from staff for approval. E. Dudek moved to approve Resolution 02-23 B with support from Turner. Roll call vote taken. All in favor, none opposed. Motion carried.

VIII: Board, Committee, and Staff Reports:

- A. Imus distributed a summary draft of the FY 23 /24 Village Budget. Because the Village will not know the status of the Local Community Stabilization Authority (LCSA) Personal Property Tax reimbursement until July, there is a current shortfall in the General Fund. Moving forward, the Village can either cut general fund expenses or utilize the American Rescue Plan Act (ARPA) funding to fill the gap. Council moved in the direction of utilizing the ARPA funds. Imus reported on current budget for the remainder of the funds, and stated that everything will be laid out at the next meeting when the final budget is reviewed.
- **B.** Rathbun reported that she is excited for the upcoming Clerk's Program in March to begin a three-year certification program.
- **C.** Hackenberg reported the DPW has been working on cemetery clean up and vehicle maintenance during the nice weather. He is still working on filling the open position.
- **D.** Chief Mack reported that he went to the Chief's conference in Grand Rapids which was a good experience.
- **E.** Peterson reported Planning Commission met, and that she is serving as the new chair of the Commission. They also began to review the Master Plan final draft.
- **F.** G. Dudek reported that the DDA met, but has nothing new to report.
- **G.** E. Dudek reported that the Fireboard met, and that there had been a large structure fire in town. He stated the adjuster was amazed at Lawton's quick and efficient response.

- **H.** Rathbun reported that the Library Board met, and Rodney Reid was appointed as the new Library Board President. Director Tone is working on March Madness beginning March 1, which is a part of the Dr. Seuss Reading Program, and the Library has lots planned for that.
- VIII. Council Comments: Tanis commented that the demolition on Erickson's is making noticeable headway.
- **IX. Adjournment:** Turner moved, with support from E. Dudek to adjourn the Village Council Meeting at 7:54 p.m. Next regular council meeting to take place on February 28, 2023.

Respectfully Submitted by,

Brittany Rathbun Village Clerk

Village of Lawton February 2023 Dispersements checks dated 2/1/2023 to 2/28/2023

Check Date	Bank	Check	App Vendor	Vendor Name	Description	Amount
02/17/2023	GEN	6155	PR DPW UNION DUES	INT UNION OF OP ENGINEERS 324	Included in Payroll	
02/17/2023	GEN	6156	PR TEAMSTERS	TEAMSTERS LOCAL #214	Included in Payroll	
02/13/2023	GEN	6157	AP 030	ADAMS HARDWARE	CONSOLIDATED BILL	314.16
02/13/2023	GEN	6158	AP 294	ANTWERP TOWNSHIP TREASURER	119 N MAIN ST - RAYMOND REID PROPERTY -	185.74
02/13/2023	GEN	6159	AP 756	BADGER METER, INC	BEACON MBL HOSSTING SERV UNIT; 12MTH SER	900.00
02/13/2023	GEN	6160	AP 056	BLOOMINGDALE COMMUNICATIONS	TELEPHONE FOR ACCT NO 0032515-9	334.86
02/13/2023	GEN	6161	AP 964	CLARK TECHNICAL SERVICES	VOL 2021 SUPPORT	2,090.00
02/13/2023	GEN	6162	AP 964	VOID		0.00 V
02/13/2023	GEN	6163	AP 026	CONSUMERS ENERGY	HEAT FOR 625 W UNION ST ACCT NO 1000 071	1,831.14
02/13/2023	GEN	6164	AP 017	INDIANA MICHIGAN POWER CO.	ELECTRIC	7,813.81
02/13/2023	GEN	6165	AP 1095	KSS ENTERPRISES	TOILET PAPER ROLLS; PAPER TOWELS - NOVEM	325.89
02/13/2023	GEN	6166	AP 445	LIVINGSTON MICROGRAPHICS	ULTRAVIOLET GERTMICIDAL LAMP	329.33
02/13/2023	GEN	6167	AP MISC	MOMAR	QUIK MELT AERO	367.98
02/13/2023	GEN	6168	AP 111	MUNICIPAL SUPPLY COMPANY	SINGLE BEVEL GRADER BLADE, NUT AND WASHE	87.50
02/13/2023	GEN	6169	AP 111	MUNICIPAL SUPPLY COMPANY	SINGLE BEVEL GRADER BLADE, NUT AND WASHE	1,266.30
02/13/2023	GEN	6170	AP 085	NCL OF WISCONSIN, INC.	TEST TUBES, BOTTLE W EYE DROPPER; NITRIE	430.06
02/13/2023	GEN	6171	AP 209	NRPC - AMTRAK	BASE RENT - WALKER ST & NURSERY	4,235.00
02/13/2023	GEN	6172	AP UBREFUND	O'Reilly, Mark & Allison	UB refund for account: 04-420	23.60
02/13/2023	GEN	6173	AP 551	ODP BUSINESS SOLUTIONS	INK, MARKERS, TABS	163.60
02/13/2023	GEN	6174	AP 1032	PROGRESSIVE AE	PROJECT: 9005003.0 MASTER PLAN	23,014.09
02/13/2023	GEN	6175	AP 1068	SAFEBUILT	PERMITS FOR 528 EWING RD; 403 MORRILL; 5	566.20
02/13/2023	GEN	6176	AP 1079	US INTERNET	EMAILS	344.00
02/13/2023	GEN	6177	AP 178	USA BLUE BOOK	MATERIALS	549.55
02/13/2023	GEN	6178	AP 493	VAN BUREN COUNTY	VERIZON AIRCARD -JANUARY 2023	84.14
02/13/2023	GEN	6119	AP 083	VILLAGE OF PAW PAW	WATER LAB ANALYSIS	570.00
02/13/2023	GEN	6180	AP 047	WIGHTMAN	PROJECT 214444 CDSMI PROJECT	2,200.00
02/22/2023	GEN	6185	AP 1099	AMAZON CAPITAL SERVICES, INC	BOOKS, STICKERS, BOOKMARKS, MEMO PADS ER	154.59
02/22/2023	GEN	6186	AP 155	APPLIED INNOVATION	LIBRARY CONTRACT CN3599-01; ACCT NO KZ07	85.97
02/22/2023	GEN	6187	AP 104	BAKER & TAYLOR, INC.	BOOKS	2,476.92
02/22/2023	GEN	6188	AP 056	BLOOMINGDALE COMMUNICATIONS	PHONE LIBRARY	162.76
02/22/2023	GEN	6189	AP 101	CENGAGE LEARNING.	FEBRUARY CLEAN READS 3 PLAN	284.29
02/22/2023	GEN	6190	AP 964	CLARK TECHNICAL SERVICES	LPL 2022 SUPPORT	315.00
02/22/2023	GEN	6191	AP 153	DEMCO, INC.	LABELS, LABEL PROTECTOR, BANNERS, MAGNET	457.89
02/22/2023	GEN	6192	AP 153	DEMCO, INC.	SINGLE LASER BAR CODE LABELS	140.93
02/22/2023	GEN	6193	AP MISC	LAWTON FREE READER	MONTHLY AD FOR 6MONTHS	120.00
02/22/2023	GEN	6194	AP MISC	LYNETTE TONE	WEEBLY - PROFESSIONAL SITE PLAN	144.00
02/22/2023	GEN	6195	AP MISC	OTC BRANDS, INC	EARTH DAY. FLAG ERASERS, BANNERS, STICKE	285.48
02/22/2023	GEN	6196	AP 264	PETTY CASH LAWTON PUBLIC LIBRARY	WALMART, DOLLAR TREE, WAGONERS,MENARDS,	277.23

)2/22/2023 GEN	۷ 6197	AP 079	QUILL CORPORATION	ZIPLOCK BAGS, TRASH BAGS, KLEENEX	88.57
)2/22/2023 GEN	N 6198	AP 320	SYNCB/AMAZON	BOOKS	34.28
)2/22/2023 GEN	N 6181	PR 56	RODRIGUES-TORRES, FELIX		175.91
12/22/2023 GEN		PR 56	RODRIGUES-TORRES, FELIX		146.60
)2/22/2023 GEN		PR 85	HITCHCOCK, WALTER		105.72
)2/28/2023 GEI		AP 893	BEN W. JOHNSON	FEBRUARY 2023 CLEANING X4	380.00
)2/28/2023 GEN		AP 800	COMCAST	INTERNET - 200 JAMES ACCT #8529 11 332 0	155.90
		AP 1069	DICKINSON WRIGHT PLLC	GENERAL MUNICIPAL	1,180.00
		AP 027	FRONTIER	TELEPHONE AND INTERNET FOR DPW AND WWTP	700.24
		AP 017	INDIANA MICHIGAN POWER CO.	ACCT #046-216-176-0-6 - 119 N MAIN ST, R	490.98
		AP 107	LAWSON OIL COMPANY	TRANSGARD TRACTOR HYDRAULIC	4,245.96
)2/28/2023 GEN		AP 551	ODP BUSINESS SOLUTIONS	COPY PAPER	43.45
)2/28/2023 GEN	۸ 6206	AP 1034	PRIORITY HEALTH	INSURANCE GROUP ID 794824	7,670.10
)2/28/2023 GEN		AP 1036	THE STANDARD	LIFE INSURANCE ACCT NO 00 168051 0001	837.02
)2/28/2023 GEN	۸ 6208	AP 178	USA BLUE BOOK	MATERIALS	93.28
)2/28/2023 GEN	N 6209	AP 685	VERIZON WIRELESS	MOBILE PHONE TABLETS	359.74
)2/28/2023 GEN	N 6210	AP 1079	US INTERNET	EMAILS	49.00
02/03/2023 GEN	7	PR			30,982.90
)2/13/2023 GEN	7	PR			35,327.85
otal of 54 checks					135,999.51
(1 Check Voided)					0.00
otal of 102 Dichurcomonts	200				17.000 7.1



Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission (MLCC)

Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID:	
Request ID:	
	(For MLCC use only)

Local Government Approval For On-Premises Tasting Room Permit

(Authorized by MCL 436.1536)

Instructions for Applicants:

• You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions	for Loca	l Legislative	Body:
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 Complete this resolution or prowhich this request was considered 		n certification fro	m the clerk or ado	pted minutes from the meetin
At a	meeting of the			council/board
(regular or special)		(to	wnship, city, village)	
called to order by		on		at
the following resolution was offere			(date)	(time)
Moved by		and supp	orted by	
that the application from				
	(name of applicant - i	f a corporation or limit	ed liability company, ple	ease state the company name)
for a NEW ON-PREMISES TASTING	ROOM PERMIT			
to be located at:				
It is the consensus of this body tha	t it		this appli	cation be considered for
		does not recommend)		
approval by the Michigan Liquor Co	ontrol Commission.			
If disapproved, the reasons for disa	pproval are			
		<u>Vote</u>		
	Yea	s:		
	Nay			
	Abse	nt:		
I hereby certify that the foregoing i	is true and is a complete cop	y of the resolutior	offered and adopt	ed by the
council/board at a	n	neeting held on		(township, city, village)
(re	egular or special)	_	(date)	
Print Name of Clerk	-	Signature of 0	Clerk	Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

> Please return this completed form along with any corresponding documents to: Michigan Liquor Control Commission Mailing address: P.O. Box 30005, Lansing, MI 48909 Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, Mi 48906

Fax to: 517-763-0059



Longship Brewing Company

114 N. Main St.
Lawton, MI 49065
(269) 370-5092
www.longshipbrewingcompany.com
Joseph Magers: Owner/Brewer
j.magers@longshipbrewingcompany.com

Village of Lawton Town Council,

I would like to introduce myself, Joseph Magers, and my business, Longship Brewing Company. I am the purchaser of the former Barn Brewers building at 114 N Main St, and have plans to reopen the site as a new brewery and restaurant. Pending State licensing, I plan to open in June of this year. While the focus is on beer and hard cider, I also have a passion for food creations, especially utilizing foods that can be found fresh and locally. My goal is to grow and support the community, businesses, and farmers. Lawton is a vibrant town, full of warmth, excitement, and all of the right things to be expected from a small town. I hope to bring in visitors from other communities and states, so that they can experience the same comforts and town pride that we all enjoy.

In an effort to reach as many customers as possible, and to promote a new and unique experience, I have several renovations in mind for the building. First, the front façade must be updated to obviously promote a new business. Looking at historic photos of the building, I plan to restore much of the façade to its original beauty from its time of construction. This includes the removal of upper window awnings installed in the 1990's, and reinstallation of the full length, triple sash windows. Lighting will I be installed above each of these windows for accent and can provide mild sidewalk lighting below. In the late 1800's, awnings were installed above the front entrances. My plan is to install a two foot awning that spans the full width of the building, accenting the lower aesthetics and returning the building to something closer to its origins. Building signage of the 1800's was common to have lettering painted directly onto brick, and this shall be the manner in which my signage is applied as well. To provide a welcoming environment at any part of the day, I will remove all front window tinting, and instead install semi-transparent roll down blinds when the western sunlight is too intense. When sunlight is not a concern, the blind will be up and allow passersby to see patrons inside. Attached is a rendering of my plans for the façade renovations.

Inside, I will be redesigning the seating, specifically tables and the booth area to allow for maximum seating and ease of movement and flow throughout the building. When funding allows, I plan to renovate the upstairs of the building and utilize that space for public access as well. I plan to install a few vintage arcade games from the 1980's in a smaller, separate room, while incorporating a large space that can be used for larger events or groups. I will be updating and expanding the cooking equipment slightly to allow for additional menu items. Eventually, I would like to expand the kitchen area to have a separate pizza kitchen area. The pizza produced could be purchased within the brewery, or allow for take out orders.

Eventually, I would like to expand to a second site to allow for additional brewing and distribution. I plan to start the brewery with ten employees, and as the business grows, I will add more as necessary. At the advent of a second brewing and distribution site, more jobs would be created at that point as well.

I grew up in a small Michigan farm community, where as a child I met my future wife, and want to keep the same feel and nostalgia of my upbringing as I open this business. My wife and I have lived in Lawton for nearly eight years, and it has felt just as much as home and the town we were raised. I want the public to have the same feeling of home and community as they enter Longship Brewing Company.

While I must be appropriately licensed by the State of Michigan, I must also have the support and approval of my local government in order proceed with my brewery business operating an on-site tasting room. Respectfully, I would like to request that the Village Council consider this support and approval so that I may operate my business accordingly. Thank you all for your time and consideration on this.

Sincerely,

Joseph D. Magers
Owner/Brewer
Longship Brewing Company

114 N Main St, Lawton, MI Façade Restoration and Renovation Concept



LAWTON DEPARTMENT OF PUBLIC WORKS

ACTIVITIES REPORT February 2023

- 1. We had 0 interment's at Oak Grove cemetery for the month of February.
- 2. Due to the Ice storm we have been out picking up brush.
- 3. We have come up with a plan for well 10 we found a bad seal between the pump and the base.
- 4. We Pumped 9,762,000 gallons of water in January with a daily average of 348,642. In February 2022, we pumped 11,067,000.
- 5. Wastewater Treatment:
 - a. In February a total of 1.88 million gallons of treated wastewater was discharged into the tributary to the South Branch of the Paw Paw River. The daily effluent flows averaged 67,000 gallons per day, which is approximately 25% of the hydraulic capacity of the plant.
 - b. The Discharge Monitoring Report for February has been electronically submitted to the MDEQ.
 - c. 2000 gallons of activated sludge was pumped over to the sludge storage tank.

Motor pool – 55.5 hrs. Streets (not Act 5) – 87 hrs.

Buildings & Grounds – 34.5 hrs. Water Maintenance – 48 (3.5 OT)

Cemetery – 34.5 hrs. Sewer Maintenance – 131 (18 OT)

Parks – 53.5 hrs. (3 OT) Vacation – 26 hrs.

Civic Betterment – 0 hrs. Sick time - 22

Major Winter Maintenance – 35 hrs. (0 OT) Holiday – 0 hrs.

Local Winter Maintenance – 10.5 hrs. (0 OT)

Todd Hackenberg – Director of Public Works

LAWTON POLICE DEPARTMENT – COUNCIL REPORT FEBRUARY 2023

Calls for Service/Complaints7				
Ordinance complain	ints		-9	
Blight (1)	Zoning (1)	Misc. (7)		
Traffic stops			-11	
Citations issued	(6) Verbal wa	rnings (6)		
Arrests			3	
Accidents			-2	
Parking citations			-3	
HOURS WORKED:	Scheduled (Full- Scheduled (Part-	•	539 8	
	Overtime hours	cirre,	57	
	Vacation hours		0	
	Sick leave hours		0	

COMMUNITY POLICING:

Officers made (47) field contacts and (23) business contacts.

NOTABLE INCIDENTS:

Officer Edwards was dispatched to check the area for a vehicle that was approaching the Village on M40. The vehicle was reported to be all over the roadway and continually changing speed. The vehicle was being followed by an individual who was giving updates. Officer Edwards was able to locate the vehicle after it had passed through Lawton and turned onto CR 669. Officer Edwards observed traffic violations and stopped the vehicle. After contacting the driver, an OWI investigation was started, and the driver was subsequently arrested for driving under the influence.

Officer Hitchcock initiated an investigation after he learned a pre-school student had brought a suspected bag of methamphetamine to their classroom. Based on the information provided, search warrants were obtained for 2 residences in the Village. The VBC Narcotics Unit was contacted, and the warrants were served with the assistance of the VBC SWAT Team. Additional narcotics were located in one of the residences, and 2 adults were arrested on multiple charges. Additional charges are pending.

ADDITIONAL:

For the month of February, Lawton officers spent many hours of directed traffic patrol, specifically targeting speed violations. The number of hours spent in the following locations is as follows:

17.5 hours – Main St.

9.08 hours – All other areas within the Village

Total hours – 26.58

LPD had 25 (Assist other agency calls): 11 medical/ambulance calls in the Village, 3 in Antwerp Twp., 4 in Porter Twp., 2 to Paw Paw PD, 1 Mattawan PD, and 4 assists in the Village.

Van Buren County File Class / Section Report

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Number	Sub-Beat	Date	Offense	Location	Incident Code-Type Officer
23-0137	LAWTON-1	02/15/2023	BLIGHT ORDINANCE 93.01 Blight Ordinance 93.01	318 Adams Street	-Couch in ROW Mack, J. Removed
23-0139	LAWTON-1	02/16/2023	ZONING ORDINANCE 153.01 Zoning ordinance 153.01	Durkee Nursery Street	-Front yard parkingnack, J. Moved
Total:	2				

Respectfully,

Chief Jeffrey Mack

Circulation Report for January 2023

We had 600 visitors and checked out a total of in 2,067 materials.

507
12
707
238
58
269
79
24
97
70
<u>6</u>
2,067

Computer Usage	51 uses
Michigan Overdrive Total Checkouts	23,898
Michigan Overdrive Total Holds	9,300
Michigan Overdrive Total Users	5,530
New Items Processed	210
Our Mel Items Received	87
Our Mel Items Sent	110
Lawton Overdrive Downloads	347
Lawton Overdrive Holds	149

Days Closed – January 2nd, closed early January 25th for weather Lawton Website visited 2,217 last 30 days Facebook visited 1,548 last 30 days

Knitters: 35 Story time: 28 Book club: 12 Mystery Club: 9 Craft Night: 6

Respectfully Submitted, Lyn Tone, Director